

August 7th 2018
Finley, ND

The Steele County Commission meeting was called to order at 8:00am. Present were Chairman Brian Tuite, Commissioners Russell Walcker, Richard Strand, Ted Johnson, and Randy Richards. Also present were Jake Dickson, Matt Roller, Karen Bergstrom, and Kim Jacobson.

A motion was made Commissioner Richards and seconded by Commissioner Walcker to approve the agenda. All members voted yes. Motion carried.

A motion was made Commissioner Richards and seconded by Commissioner Johnson to approve the July 2018 minutes as presented. All members voted yes. Motion carried.

A motion was made Commissioner Johnson and seconded by Commissioner Strand to approve the bills as presented. All members voted yes. Motion carried.

Social Services director Kim Jacobson requested to meet with the board earlier to accommodate other commitments. Jacobson presented the board with the final version of the Agassiz Valley Social Services District agreement. The staffing portion of the plan will take effect September 1st, with the fiscal portion to be effective January 2019.

A motion was made by Commissioner Strand and seconded by Commissioner Richards to sign and enter into the Agassiz Valley Social Services District. Roll call vote: Walcker – Yes, Strand – Yes, Johnson – Yes, Richards – Yes, Tuite – Yes. Motion Carried.

The Steele County Commissioner meeting was recessed for the Steele County Park Board meeting at 8:06am. The Steele County Commission meeting reconvened at 9:16am.

Mike Bassingthwaite with Interstate Engineering met with the board and provided an update on the County Road 23 West & County Road 5 projects.

A motion was made by Commissioner Strand and seconded by Commissioner Johnson to approve and sign the Change Order presented for the 2017 County Road 23 bridge project. All members voted yes. Motion carried.

The Commission discussed getting a cost estimate to pave a portion of the road at the Golden Lake Campground as part of the campground project.

Bassingthwaite provided an update from Knife River offering a proposal to fix as many as 56 areas on County Road 23 East which would put both Knife River and Steele County sharing the cost of repair. It was discussed that the Commission does not feel Steele County has any responsibility in the repair costs. The areas needing repair are a result of the quality of work performed by Knife River. The Commission requested that Bassingthwaite move forward with Steele County States Attorney Charlie Stock in drafting a letter to Knife River providing a timeline and notice to repair or Steele County will hire another contractor to repair the road and deduct the cost from the retainage.

Steele County Water Resource District Chairman Josh Ihry, board members Tor Bergstrom and Greg Thykeson, Attorney Cassie Torgeson, Engineer Lyndon Pease, and Secretary Tasha Krueger met with the Commission, along with land owners Jim Holweger and Curtis Ness to discuss the Lake Tobiason project.

The project will help to improve the water quality of the lake. Chairman Tuite recommended applying for ND Game and Fish "Save Our Lakes" grant, however, the water board stated they did not qualify. SCWRD would like to try to secure the ND Outdoor Heritage Fund grant again showing more local funding support for the project.

A motion was made by Commissioner Richards and seconded by Commissioner Strand to approve funding in the amount of \$31,600 from the county, if an additional \$10,000 of funding can be raised, including township participation with funding. All members voted yes. Motion carried.

Kurt Tompkins with North Dakota Fish and Wildlife, met with the board seeking approval for the purchase of a quarter of land from Pauline Wolf.

A motion was made by Commissioner Walcker and seconded by Commissioner Strand to approve the sale of land between Pauline Wolf and North Dakota Fish and Wildlife in Section 10 of Golden Lake Township. All members voted yes. Motion carried.

Road Superintendent Reed Oien provided the board with a cost share proposal for a culvert in the NW ¼ of Section 13 and NE1/4 of Section 14. The county share would be approximately \$3300.

A motion was made by Commissioner Strand and seconded by Commissioner Johnson to approve the 50/50 cost share for the culvert in Broadlawn township. All members voted yes. Motion carried.

Oien's department update also included an item for upcoming legislative sessions, delivery of new tractor for the lease program, recent damage to a blade, Butler Machinery's summer road show hosted by Steele County on August 15th, and a request to hire a 3rd year summer employee fulltime. There was also discussion from Commissioner Richards regarding the blading of minimum maintenance roads and the quality of work.

Auditor Wigen discussed some recent issues with the Steele County Press. It was noted that several employees are uncomfortable dealing with an employee of the Steele County Press. Wigen will request a different contact person for the employees.

The board discussed holding department head reviews in August, reviewed hours worked by the elected officials, and reviewed Razor tracking reports.

Recent correspondence from Cooperstown Medical Center requesting a letter of support was discussed. A motion was made by Commissioner Strand and seconded by Commissioner Johnson to draft and sign a letter of support to Cooperstown Medical Center. All members voted yes. Motion carried.

An Architect and Engineering contract proposal from Hepper- Olson to remodel the courthouse bathrooms was reviewed. The board would like to get multiple proposals to include making the 1st floor and 3rd floor bathrooms' separate projects. A motion was made by Commissioner Strand and seconded by Richards to sign the contract in the amount of \$4880 with Hepper-Olson. All members voted yes. Motion carried.

Contract options with Otis to perform maintenance on the Courthouse elevator were reviewed. Auditor Wigen will inquire about costs of yearly maintenance checks in addition to our current contract.

Steele County representatives to serve on the Agassiz Social Service district board were discussed. A motion was made by Commissioner Strand and seconded by Commissioner Walcker to appoint Brittany Ness to the 3-year term, Ted Johnson to the 2-year term and Randy Richards to the 1-year term. All members voted yes. Motion carried.

A motion was made by Commissioner Strand and seconded by Commissioner Johnson to allow Public Health Nurse Brittany Ness to serve on the Social Service district board without having to use her annual leave and not receive the meeting stipend if serving during the normal work hours. All members voted yes. Motion carried.

A motion was made by Commissioner Johnson and seconded by Commissioner Richards to approve the Preliminary budget, proposed levy with less than 1% increase, and a public budget meeting date of September 17th at 6:30pm. All members voted yes. Motion carried.

Commissioner Richards left the meeting at 11:48am due to prior obligations.

Road Department office manager Ben Gates presented the board with cost figures to add an additional full time employee to the Road Department budget. A motion was made by Commissioner Strand and seconded by Commissioner Johnson to approve hiring of an additional full-time Road Department employee at \$15 per hour effective September 1st, 2018. All members voted yes. Motion carried.

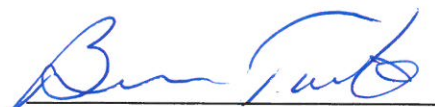
Gates presented the board with the Emergency Operations plan for review. A motion was made by Commissioner Strand and seconded by Commissioner Walcker to adopt and sign the Emergency Operations plan as presented. All members voted yes. Motion carried.

Gates discussed a recent insurance claim for an antenna on the tower that was denied. The cost of repair will be the responsibility of Finley Fire, as it is their antenna. Gates also discussed an estimate from Stones Mobile to reground the tower. Jamestown Communication is stating that the tower was properly grounded. Gates will get a third party opinion and estimate for the next board meeting. The call list for panic buttons in the courthouse was discussed and Gates was also given approval to adjust his hours the last week.

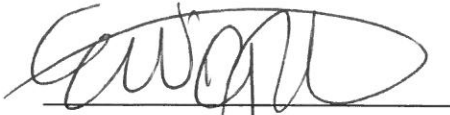
Wigen and Gates discussed the idea of replacing the generator at the courthouse to one with an automatic switch over. The quote Gates had previously got was approximately \$10,000. It was explained that we have had recent issues with vaccines and fridge/freezers not holding required temperatures during power outages.

Gates did not have any update on quotes to remove the chimney on the courthouse. Wigen stated that the Auditor's office will look into it for the next meeting.

A motion was made by Commissioner Strand and seconded by Commissioner Walcker to adjourn the meeting. All member voted yes. Motion carried.



Chairman – Brian Tuite



Auditor – Emily Wigen

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The Steele County Park Board meeting was called to order at 8:06am. Present were Chairman Russell Walcker, Richard Strand, Ted Johnson, Randy Richards, Matt Roller, Jake Dickson and Karen Bergstrom.

A motion was made by Strand and seconded by Roller to approve the agenda and minutes. All members voted yes. Motion carried.

Dickson provided an update on Golden Lake Acres, which included work on the water heater. Dickson was advised to get a quote on a tankless water heater. Dickson also discussed issues with dumpsters being used by unauthorized people, and items needing maintenance. The board advised Dickson to provide a list of those maintenance requests prioritized for the next meeting.

Seventy-four loads of sand have been delivered to the beach to improve the beach front.

The board thanked Dickson for his hard work and stated that he was doing a good job with Golden Lake Acres.

The campground project was discussed at length. A motion was made by Richards and seconded by Tuite to apply and pay the \$70 fee for the zoning variance on septic and campers near the shore request to the township. All members voted yes. Motion carried.

A motion was made by Johnson and seconded by Tuite to approve getting a final survey drafted for the project. All members voted yes. Motion carried.

It was noted that Dickson will keep the campers informed on the campground project. Dickson also discussed possibly remaining open after Labor day with shortened hours.

A motion was made by Richards and seconded by Strand to adjourn the meeting at 9:16am.



Chairman – Walcker



Auditor - Wigen